



To: **Prospective Applicants for a Cement, Concrete, and Asphalt Facilities General Permit**

Attached is a **Cement, Concrete and Asphalt Facilities Notice of Intent (NOI) CCAF-G** for a Louisiana Pollutant Discharge Elimination System (LPDES) permit, authorized under EPA's delegated NPDES program under the Clean Water Act. To be considered complete, every item on the form must be addressed and the last page signed by an authorized company agent. If an item does not apply, please enter "NA" (for not applicable) to show that the question was considered.

Two sets (one original and one copy) of your **completed NOI**, each with an attached marked **U.S.G.S. Quadrangle map** or equivalent, and the **site/flow diagrams** listed in Section VII of the NOI, should be submitted to:

**Mailing Address:**

Department of Environmental Quality  
Office of Environmental Services  
Post Office Box 4313  
Baton Rouge, LA 70821-4313  
Attention: Water Permits Division

**Physical Address (if NOI is hand delivered):**

Department of Environmental Quality  
Office of Environmental Services  
602 N Fifth Street  
Baton Rouge, LA 70802  
Attention: Water Permits Division

If permit applicability requirements are met, and unless notified otherwise by the Secretary or his designee, owners/operators are authorized to discharge wastewater and/or stormwater under the terms and conditions of the permit upon the receipt of a hand-delivered, properly completed NOI to the Office of Environmental Services, Water Permits Division or 48 hours after the postmarked date stamped on the envelope that contains the properly completed NOI. The permittee is required to keep a copy of the NOI submitted to the Water Permits Division at the permitted facility. It should be kept with other records related to the permit and permit compliance.

According to L. R. S. 48:385, any discharge to a state highway ditch, cross ditch, or right-of-way shall require approval from:

Louisiana DOTD  
Office of Highways  
Post Office Box 94245  
Baton Rouge, LA 70804-9245  
(225) 379-1927

AND

Louisiana DHH  
Office of Public Health  
Center for Environmental Health Services  
Post Office Box 4489  
Baton Rouge, LA 70821-4489  
(225) 342-7395

In addition, the plans and specifications for sanitary treatment plants must be approved by the Louisiana DHH, Office of Public Health at the address above.

**A copy of the LPDES regulations may be obtained from the Department's website at <http://www.deq.louisiana.gov/portal/tabid/1674/Default.aspx>.**

For questions regarding this NOI please contact the Water Permits Division at (225) 219-9371. For help regarding completion of this NOI please contact DEQ, Small Business/Small Community Assistance at 1-800-259-2890.

Date \_\_\_\_\_  
Agency Interest No. AI \_\_\_\_\_  
LWDPS Permit No. WP \_\_\_\_\_  
NPDES/LPDES Permit LA \_\_\_\_\_

Please check: ☐ Initial Permit  
☐ Existing Facility  
☐ Proposed/New Facility  
☐ Modified Coverage

STATE OF LOUISIANA  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**  
*Office of Environmental Services, Water Permits Division*  
**Post Office Box 4313**  
**Baton Rouge, LA 70821-4313**  
**PHONE#: (225) 219-3181**

**LPDES NOTICE OF INTENT TO DISCHARGE**  
**WASTEWATER FROM CEMENT, CONCRETE AND ASPHALT FACILITIES**  
**(Attach additional pages if needed.)**

This is NOI is for:  
**(check one)** ☐ Statewide Coverage  
☐ Site Specific

**SECTION I - FACILITY INFORMATION**

**A. Permit is to be issued to the following:** (must have operational control over the facility operations  
- see LAC 33:IX.2501.B and LAC 33:IX.2503.A and B).

1. Legal Name of Applicant (Company,  
Partnership, Corporation, etc.) \_\_\_\_\_

Facility Name \_\_\_\_\_

Mailing \_\_\_\_\_

\_\_\_\_\_ Zip Code: \_\_\_\_\_

If applicant named above is not also the owner, state owner name, phone # and address.

\_\_\_\_\_  
\_\_\_\_\_

Please check status: ☐ Federal ☐ Parish ☐ Municipal  
☐ State ☐ Public ☐ Private ☐ Other: \_\_\_\_\_

2. Location of facility. Please provide a specific address, street, road, highway, interstate, and/or  
River Mile/Bank location of the facility for which the NOI is being submitted.

City \_\_\_\_\_ Zip Code: \_\_\_\_\_ Parish \_\_\_\_\_

Front Gate Coordinates:

Latitude- \_\_\_\_ deg. \_\_\_\_ min. \_\_\_\_ sec. Longitude- \_\_\_\_ deg. \_\_\_\_ min. \_\_\_\_ sec.

Method of Coordinate Determination: \_\_\_\_\_

(Quad Map, Previous Permit, website, GPS)

Is the facility located on Indian Lands? ☐ Yes ☐ No

## SECTION I - FACILITY INFORMATION (cont.)

3. Name & Title of  
Contact Person at Facility \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

**B. Name and address of responsible representative who completed the NOI:**

Name & Title \_\_\_\_\_  
Company \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_  
Address \_\_\_\_\_

**C. Facility Information.**

1. On what date did or will operations begin? \_\_\_\_\_  
Facility Type: Please check the appropriate type(s) with the standard industrial code (SIC) that  
2. applies.
- |                          |                                                        |
|--------------------------|--------------------------------------------------------|
| <input type="checkbox"/> | Cement Bulk Terminal - SIC 5032                        |
| <input type="checkbox"/> | Ready-Mixed Concrete - SIC 3273                        |
| <input type="checkbox"/> | Concrete Block & Brick - SIC 3271                      |
| <input type="checkbox"/> | Concrete Products, except blocks and bricks - SIC 3272 |
| <input type="checkbox"/> | Asphaltic Concrete (hot mix asphalt plant) - SIC 2951  |
| <input type="checkbox"/> | Other _____ SIC _____                                  |

## SECTION II - DISCHARGE INFORMATION

**A. Storm water:** Complete the following for all storm water discharges.

Are storm water discharges covered by the Multi-Sector Storm Water General Permit?

☐ Yes ☐ No

If yes, provide the LAR authorization number(s): \_\_\_\_\_

**B. Miscellaneous Discharges**

Are there any discharges of hydrostatic test wastewaters, once-through non-contact cooling water, or cooling tower blowdown wastewater, etc..., to waters of the state?

☐ Yes ☐ No

If yes, these discharges are not covered under this general permit and therefore must be authorized under an individual or other general permit.

**C. Discharges requiring approval from the US Fish and Wildlife Service:**

Discharges to certain sensitive waters deemed important for the conservation of threatened and endangered species require approval from the US Fish and Wildlife Service prior to eligibility for automatic coverage under the general permit. You must consult the attached GUIDANCE DOCUMENT FOR DETERMINING IF YOUR DISCHARGE(S) REQUIRE PRIOR APPROVAL FROM THE FISH AND WILDLIFE SERVICE.

After consultation with the attached guidance document, please check the appropriate statement:

☐ I have determined that the discharge(s) will not enter sensitive waters and that I do not need to obtain approval from the US Fish and Wildlife Service prior to submittal for coverage under this general permit.

☐ I have determined that the discharge(s) will enter sensitive waters. I have obtained the necessary approval from the US Fish and Wildlife Service and a copy of that approval is attached.

**NOTE:** If the proposed discharge(s) will enter sensitive waters and you have not obtained the necessary approval from the US Fish and Wildlife Service, then you are NOT ELIGIBLE for automatic coverage under this general permit. Alternative coverage under an individual permit should be sought.

**D. Discharges Requiring Approval from the Division of Historic Preservation:**

If this NOI is being completed for a facility that has not yet been constructed, you should contact the *Section 106 Review Coordinator in the Office of Cultural Development, Archaeology Division (P. O. Box 44247, Baton Rouge, LA 70804 or telephone (225) 342-8170)* to determine if construction activities or the proposed discharges will adversely affect properties listed or eligible for listing in the National Register of Historic Places

☐ This is an existing facility and no construction activities related to this NOI are proposed.

☐ This is a new facility and construction activities were completed prior to the submission of this NOI form.

☐ This is a proposed facility and construction activities are not yet complete but I have obtained approval from the State Historic Preservation Officer for the proposed construction activities. (You must keep a copy of the approval letter on file with your facility's permit records and compliance records.)

**E. Discharges to Outstanding Natural Resource Waters:**

**Operations discharging directly into Outstanding Natural Resource Waters, as listed in LAC 33:IX.1111.G, are NOT eligible for coverage under this permit and must obtain coverage under an individual permit.**

## SECTION III – SITE SPECIFIC COVERAGE

- A. Complete this section only if you are applying for SITE-SPECIFIC permit coverage.** An Outfall is the point at which wastewater or storm water from a facility is monitored prior to mixing with other waters. An outfall can be identified either at the point that effluent or storm water discharges by pipe from a treatment plant or treatment system or the point at which effluent or storm water discharges into a roadside ditch, into a storm drain, or directly into a receiving water body such as a creek, coulee, bayou, canal or river. An internal outfall is an outfall for a waste stream that combines with other waste stream(s) before discharging into an external outfall. You should read **Section B – Effluent Limitations** of the permit before completing this section of the NOI. You should place an "X" in the column next to any of the outfall numbers for all types of discharges that occur at your facility. The outfall numbers listed below correspond to the outfall numbers listed in the permit, which are the only types of discharges that are permissible under the general permit. If more than one outfall of a particular type occurs at a facility, then each separate outfall point should be clearly identified as RLP 1 Outfall 01A, RLP 1 Outfall 01B, RLP 1 Outfall 01C, or RLP 2 Outfall 02A, RLP 2 Outfall 02B, RLP 2 Outfall 02C, etc.

<b>Facility Discharge<sup>1</sup></b>	<b>Outfall No<sup>2</sup></b>	<b>Outfall Description</b>	<b>Outfall Location<sup>3</sup></b> (complete this column for each outfall that occurs at your facility)	<b>Treatment<sup>4</sup></b>
	RLP 1 Outfall 001	Process wastewater & process area stormwater from cement & concrete facilities.		
	RLP 1 Outfall 01A	Process wastewater & process area stormwater from cement & concrete facilities.		
	RLP 1 Outfall 01B	Process wastewater & process area stormwater from cement & concrete facilities.		
	RLP 2 Outfall 002	Process area stormwater discharge(s) from hot mix asphalt/asphaltic concrete facilities with no discharge of process wastewater.		
	RLP 2 Outfall 02A	Process area stormwater discharge(s) from hot mix asphalt/asphaltic concrete facilities with no discharge of process wastewater.		

<b>Facility Discharge<sup>1</sup></b>	<b>Outfall No<sup>2</sup></b>	<b>Outfall Description</b>	<b>Outfall Location<sup>3</sup></b> (complete this column for each outfall that occurs at your facility)	<b>Treatment<sup>4</sup></b>
	RLP 2 Outfall 02B	Process area stormwater discharge(s) from hot mix asphalt/asphaltic concrete facilities with no discharge of process wastewater.		
	RLP 3 Outfall 003	Stormwater & aggregate spray from sand & gravel unloading areas & stockpiles of washed sand & gravel.		
	RLP 3 Outfall 03A	Stormwater & aggregate spray from sand & gravel unloading areas & stockpiles of washed sand & gravel.		
	RLP 3 Outfall 03B	Stormwater & aggregate spray from sand & gravel unloading areas & stockpiles of washed sand & gravel.		
	RLP 4 Outfall 004	Nonprocess area stormwater from cement, concrete, and asphalt facilities.		
	RLP 4 Outfall 04A	Nonprocess area stormwater from cement, concrete, and asphalt facilities.		
	RLP 4 Outfall 04B	Nonprocess area stormwater from cement, concrete, and asphalt facilities.		
	RLP 5 Outfall 005	Treated sanitary wastewater less than 5,000 GPD.		
	RLP 5 Outfall 05A	Treated sanitary wastewater less than 5,000 GPD.		
	RLP 5 Outfall 05B	Treated sanitary wastewater less than 5,000 GPD.		

<b>Facility Discharge<sup>1</sup></b>	<b>Outfall No<sup>2</sup></b>	<b>Outfall Description</b>	<b>Outfall Location<sup>3</sup></b> (complete this column for each outfall that occurs at your facility)	<b>Treatment<sup>4</sup></b>
	RLP 6 Outfall 006	Washrack & shop floor washdown wastewater discharges from cement, concrete, and asphalt facilities.		
	RLP 6 Outfall 06A	Washrack & shop floor washdown wastewater discharges from cement, concrete, and asphalt facilities.		
	RLP 6 Outfall 06B	Washrack & shop floor washdown wastewater discharges from cement, concrete, and asphalt facilities.		

- <sup>1</sup> Place an "X" in the appropriate box(es) in this column for all outfalls that will occur at the permitted site.
- <sup>2</sup> RLP 1 Outfall 001, RLP 2 Outfall 002, RLP 3 Outfall 003, RLP 4 Outfall 004, RLP 5 Outfall 005, and/or RLP 6 Outfall 006 should be used if you have only one outfall of this type of wastewater and/or storm water. RLP 1 Outfall 01A, RLP 1 Outfall 01B, RLP 2 Outfall 02A, RLP 2 Outfall 02B, etc., should be used in instances where you have more than one outfall of a particular type of wastewater and/or storm water. If you have three or more outfalls of any listed wastewater and/or storm water you should write in the appropriate Outfall No. (RLP 1 Outfall 01C, RLP 1 Outfall 01D, RLP 2 Outfall 02C, RLP 2 Outfall 02D, etc.) in one of the blank columns and fill in the outfall location and type of treatment for that discharge.
- <sup>3</sup> This should be the point at which a sample of the discharge will be collected. Examples of outfall locations could be (but are not limited to): at the point of discharge from the settling basin located at the northeast corner of the facility; at the point of discharge from the washrack; at the southwest corner of the facility; or at the point of discharge from the STP located near the office building.
- <sup>4</sup> List any treatment that is utilized prior to discharge. Write "None" if wastewater and/or storm water is not treated prior to discharge.

## SECTION III - DISCHARGE INFORMATION (cont.)

### B. Receiving Waters

Indicate how the wastewater reaches state waters (named water bodies). This will usually be either *directly*, by *open ditch* (if it is a highway ditch, indicate the highway), or by *pipe*. You should specifically name all of the minor water bodies that your wastewater will travel through on the way to a major water body. This information can be obtained from U.S.G.S. Quadrangle Maps (See Section VII). Include river mile of discharge point if available. If a discharge enters an unnamed water body, identify it as unnamed.

Complete the discharge route and receiving stream information for all the outfalls at your facility. If all the outfalls discharge by the same route (i.e., open ditch) and into the same receiving stream, then you need only complete the first **Outfall Number(s)** section, however, you should list all the outfall numbers that you identified on pages 5-7 of 19 of this form. If different outfalls discharge by different routes or into different receiving streams then complete as many of the **Outfall Number(s)** sections as necessary to properly characterize all outfalls. If you need additional space, please attach a separate sheet and use the same format to supply the additional discharge route and receiving stream information for other outfalls.

**Outfall Number(s) Applicable:** \_\_\_\_\_

By \_\_\_\_\_ (effluent pipe, ditch, etc.);  
thence into \_\_\_\_\_ (Parish drainage ditch, canal, etc.);  
thence into \_\_\_\_\_ (named bayou, creek, stream, etc.);  
thence into \_\_\_\_\_ (river, lake, etc.).

**Outfall Number(s) Applicable:** \_\_\_\_\_

By \_\_\_\_\_ (effluent pipe, ditch, etc.);  
thence into \_\_\_\_\_ (Parish drainage ditch, canal, etc.);  
thence into \_\_\_\_\_ (named bayou, creek, stream, etc.);  
thence into \_\_\_\_\_ (river, lake, etc.).

**Outfall Number(s) Applicable:** \_\_\_\_\_

By \_\_\_\_\_ (effluent pipe, ditch, etc.);  
thence into \_\_\_\_\_ (Parish drainage ditch, canal, etc.);  
thence into \_\_\_\_\_ (named bayou, creek, stream, etc.);  
thence into \_\_\_\_\_ (river, lake, etc.).

**Is any discharge directly to an Outstanding Natural Resource Water or waterway designated under the Scenic Rivers program?**

☐ Yes ☐ No



### SECTION III - DISCHARGE INFORMATION (cont.)

- C. **Housekeeping in Process Area.** Effluent limitations and monitoring requirements for RLP 3 Outfall 003 may be designated for **process area storm water outfalls** if the permittee has a strong housekeeping program which is documented in their Pollution Prevention Plan. In order to qualify for this alternative, the facility must provide, either in the space below or as an attachment to the NOI, sufficient documentation that the area under the plant is kept clean of solids and other contaminants on a daily basis and that process wastewaters have been separated from process area storm water. In addition, asphalt paving facilities that capture and retain asphalt releaser or diesel fuel used on the moving parts of the plant should indicate below how this practice is conducted.
- 
- 
- 
- 

### SECTION IV – STATEWIDE COVERAGE

You do not need to complete Section III – Site Specific Coverage of this NOI form if you are applying for statewide permit coverage. If you are applying for statewide permit coverage you should complete Section IV in lieu of Section III – Site Specific Coverage. This section is applicable only to permittees desiring statewide permit coverage for portable plants.

An Outfall is the point at which wastewater or storm water from a facility is monitored prior to mixing with other waters. An external outfall is a discrete discharge point beyond which the waste stream receives no further mixing with other waste streams prior to discharging into a receiving water. An internal outfall is an outfall for a waste stream that combines with other waste stream(s) before discharging into an “external” outfall.

☐ Place an X in the box to the left if you are applying for STATEWIDE permit coverage for a portable plant.

The outfall description or outfall location information in Section III of this NOI form does not need to be completed when applying for STATEWIDE permit coverage. However, once you submit your correctly completed NOI you are to follow these instructions:

The permittee must submit written notification to the Office of Environmental Compliance and the regional office that has jurisdiction at the point of the proposed discharge at least 3 weeks PRIOR to locating the portable plant at a new site. Mailing addresses are provided in the CURRENT ADDRESS LIST attached to the cover letter that acknowledges receipt of the NOI by the Water Permits Division and is also attached to this NOI form. Mailing addresses are also posted on the LDEQ web page at [www.deq.louisiana.gov/portal](http://www.deq.louisiana.gov/portal). Go through the following links to access the list of mailing addresses: *About – Contact Information – Addresses-Phone Numbers-Regional Offices – Regional Offices*. The written notification must include the following information:

1. the location of the proposed discharge (along with a U.S.G.S. quadrangle map (See Section VII) showing the discharge point(s) (outfalls) and the effluent pathway into the receiving waters);

## SECTION IV – STATEWIDE COVERAGE (cont.)

2. a list of outfalls that will occur at the site (numbered in accordance with the outfall numbers listed in the permit, **Section B. Effluent Limitations**). (Only one outfall of a particular type of wastewater at a site is designated as “RLP 1 Outfall 001”, “RLP 2 Outfall 002”, etc. For example, if there are two or more outfall locations at a site for discharges of process wastewater and process area storm water from cement and concrete facilities, then outfall numbers must be designated as “RLP 1 Outfall 01A”, “RLP 1 Outfall 01B”, “RLP 1 Outfall 01C,” etc. Another example would be two or more outfalls of nonprocess area storm water from cement, concrete and asphalt facilities in which case the outfall numbers must be designated as “RLP 4 Outfall 04A”, “RLP 4 Outfall 04B”, “RLP 4 Outfall 04C,” etc.) (See **Other Conditions, Section B. “Termination of Sites”** for additional reporting requirements.)
3. a site diagram that clearly illustrates and identifies outfall locations at the proposed site;
4. the approximate date of initial discharge;
5. Subsequent DMRs for this location shall be submitted to the Office of Environmental Compliance. The statewide permit number must be reported on each DMR along with the site-specific outfall identification number(s) that was/were indicated on the written notification that was submitted to the regional office.

See permit **Section C.8** for instructions regarding the submission of DMRs to report monitoring results from each site.

A site-specific Pollution Prevention Plan (PPP) must be prepared for each site where the portable plant is located. When the portable plant moves to a new location, a new site-specific PPP must be prepared for that location. See permit **Other Conditions, Section M** for instructions regarding the preparation, contents, certification, and maintenance of the Pollution Prevention Plan (PPP).

### Termination of Operational Activities at a Site where a Portable Plant is Located:

You must submit written notification to this Office and the regional office with jurisdiction at the point of discharge from the site when operational activities associated with the portable plant terminate. Notification shall be sent at least 10 days prior to termination of operational activities. The written notification of termination must contain the following information:

1. company name and address;
2. site name, mailing address, and physical location;
3. statewide permit number and portable plant name/number; and
4. date of termination of final discharge

## SECTION V – LAC 33.I.1701 REQUIREMENTS

- A.** Does the company or owner have federal or state environmental permits in other states that are identical to, or of a similar nature to, the permit for which you are applying? (This requirement applies to all individuals, partnerships, corporations, or other entities who own a controlling interest of 50% or more in your company, or who participate in the environmental management of the facility for an entity applying for the permit or an ownership interest in the permit.)
- ☐ Permits in Louisiana. List Permit Numbers: \_\_\_\_\_
- ☐ Permits in other states (list states): \_\_\_\_\_
- ☐ No other environmental permits.
- B.** Do you owe any outstanding fees or final penalties to the Department? ☐ Yes ☐ No  
If yes, please explain. \_\_\_\_\_
- 
- C.** Is your company a corporation or limited liability company? ☐ Yes ☐ No  
If yes, is the corporation or LLC registered with the Secretary of State? ☐ Yes ☐ No

## SECTION VI – SITE HISTORY

- A.** Date operations began at this site: \_\_\_\_\_
- B.** Is the current operator the original operator? ☐ Yes ☐ No  
If **no**, give a reverse chronological list of previous operators. Include the company name and telephone number (if available), and the dates through which the company operated this facility.

Company	Dates of Operation		Telephone Number
	From	To	

## SECTION VII – MAPS/DIAGRAMS

- A. Site Diagram.** Attach to this NOI a complete site diagram of your facility showing the boundaries of your facility, the location of all buildings and/or storage areas, the location of treatment units (such as settling basins, wash racks, sewage treatment plants), and demonstrate how the wastewater flows through your facility into each clearly labeled discharge point. Indicate stormwater flow pattern with arrows on this diagram or provide additional diagrams if needed. Please indicate the location of the front gate or entrance to the facility on the site diagram. The diagram need not be to scale.
- B. Topographic Map.** Attach to this NOI a map or a copy of a section of the map which has been **highlighted to show the path of your wastewater from your facility to the first named water body**. The highlighted map must be attached to BOTH NOIs that are submitted to LDEQ (i.e., the original NOI and the copy of the NOI). Indicate the outline of the facility, the location of each of its existing and proposed discharge structures, and any existing hazardous waste treatment storage or disposal facilities. Include on the map the area extending at least one mile beyond your property boundaries. Waterways and streets/highways must be clearly identified by name on the map.

A U.S.G.S. 1:24,000 scale map (7.5' Quadrangle) would be appropriate for this item. Appropriate maps can be obtained from local government agencies such as DOTD or the Office of Public Works. Maps can also be obtained online at <http://map.deq.state.la.us/> or [www.topozone.com](http://www.topozone.com). Private map companies can also supply you with these maps. If you cannot locate a map through these sources you can contact the Louisiana Department of Transportation and Development at:

1201 Capitol Access Road  
Baton Rouge, LA 70802  
(225) 379-1107  
maps@dotd.louisiana.gov

- C. Flow Diagram.** Attach a line drawing of the water flow through the facility with a water balance showing operations contributing wastewater to the effluent and treatment units. The water balance must show average and maximum flows at intake and discharge points and between units, including treatment units. If a water balance cannot be determined, the applicant may provide instead a pictorial description of the nature and amount of any sources of water and any collection and treatment measures. Hand drawn maps are acceptable.

## SECTION VIII – COMPLIANCE HISTORY

Report the history of all violations and enforcement actions for the facility, a summary of all permit excursions including effluent violations reported on the facility's Discharge Monitoring Reports (DMRs) and bypasses for the last three years. Using a brief summary, report on the current status of all administrative orders, compliance orders, notices of violation, cease and desist orders, and any other enforcement actions either already resolved within the past 3 years or currently pending. The state administrative authority may choose, at its discretion, to require a more in-depth report of violations and compliance actions for the applicant covering any law, permit, or order concerning pollution at this or any other facility owned or operated by the applicant.

If this facility has been inspected by LDEQ within the past three years, please provide the inspection date:

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## SECTION IX - SIGNATURE

According to the Louisiana Water Quality Regulations, LAC 33:IX.2503, the following requirements shall apply to the signatory page in this application:

### Chapter 25. Permit Application and Special LPDES Program Requirements

#### 2503. Signatories to permit applications and reports

A. All permit applications shall be signed as follows:

1. For a corporation - by a responsible corporate officer. For the purpose of this Section responsible corporate officer means:

(a) A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or

(b) The manager of one or more manufacturing, production, or operating facilities provided: the manager is authorized to make management decisions that govern the operation of the regulated facility, including having the explicit or implicit duty of making major capital investment recommendations and initiating and directing other comprehensive measures to ensure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken together complete and accurate information for permit application requirements; and the authority to sign documents has been assigned or delegated to the manager in accordance with corporation procedures.

**NOTE:** LDEQ does not require specific assignments or delegations of authority to responsible corporate officers identified in the Permit **Standard Conditions, Section D.10.a.(1)(a)**. The agency will presume that these responsible corporate officers have the requisite authority to sign permit applications unless the corporation has notified the state administrative authority to the contrary. Corporate procedures governing authority to sign permit applications may provide for assignment or delegation to applicable corporate positions under Permit **Standard Conditions, Section D.10.a.(1)(b)** rather than to specific individuals.

2. For a partnership or sole proprietorship - by a general partner or the proprietor, respectively; or

3. For a municipality, state, federal or other public agency – by either a principal executive officer or ranking elected official. For the purposes of this section a principal executive officer of a federal agency includes:

(a) The chief executive officer of the agency, or

(b) A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrators of EPA).

B. All reports required by permits and other information requested by the state administrative authority shall be signed by a person described in Permit **Standard Conditions, Section D.10.a.**, or by a duly authorized representative of that person. A person is a duly authorized representative only if:

1. The authorization is made in writing by a person described in Permit **Standard Conditions, Section D.10.a.**

## SECTION IX – SIGNATURE (cont.)

2. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company, (a duly authorized representative may thus be either a named individual or any individual occupying a named position); and
  3. The written authorization is submitted to the state administrative authority.
- C. Changes to authorization. If an authorization under Permit **Standard Conditions, Section D.10.b** is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, a new authorization satisfying the requirements of **Section D.10.b** must be submitted to the state administrative authority prior to or together with any reports, information, or applications to be signed by an authorized representative.
- D. Any person signing any document under Permit **Standard Conditions, Section D.10.a. or b** shall make the following certification:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations."

## SIGNATORY AND AUTHORIZATION

Pursuant to the Water Quality Regulations (specifically LAC 33:IX.2503) promulgated September 1995, the state NOI must be signed by a responsible individual as described in LAC 33:IX.2503 and that person shall make the following certifications:

**"I certify under penalty of law that I have read and understand the Section A "Applicability" requirements for coverage under the general permit for cement, concrete and asphalt facilities. To the best of my knowledge, my facility is eligible for coverage under this general permit and its operation will not result in a discharge of pollutants from sources not covered by the general permit, or otherwise authorized by another individual or general permit."**

**"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations."**

**Signature** \_\_\_\_\_

**Printed Name** \_\_\_\_\_

**Title** \_\_\_\_\_

**Company** \_\_\_\_\_

**Date** \_\_\_\_\_

**Telephone** \_\_\_\_\_

### CHECKLIST

To prevent any unnecessary delay in the processing of your notice of intent to be covered under the general permit, please take a moment and check to be certain that the following items have been addressed and enclosed:

1. ALL questions and requested information have been answered (N/A if the question or information was not applicable).
2. ALL required maps, drawings, lab analysis, and other reports are enclosed. (not required for statewide permit coverage)
3. The appropriate person has signed the signatory page.
4. Please forward the original and one copy of this NOI and all attachments.

**ANY NOI THAT DOES NOT CONTAIN ALL OF THE REQUESTED INFORMATION WILL BE CONSIDERED INCOMPLETE. NOI PROCESSING WILL NOT PROCEED UNTIL ALL REQUESTED INFORMATION HAS BEEN SUBMITTED.**

**NOTE: UPON RECEIPT AND SUBSEQUENT REVIEW OF THE NOI BY THE WATER PERMITS DIVISION, YOU MAY BE REQUESTED TO FURNISH ADDITIONAL INFORMATION IN ORDER TO COMPLETE THE PROCESSING OF THE PERMIT.**

# CURRENT LDEQ ADDRESSES

Enforcement Division  
Office of Environmental Compliance  
Department of Environmental Quality  
P. O. Box 4312  
Baton Rouge, Louisiana 70821-4312

## Mailing Addresses For Regional Offices

### **Acadiana Regional Office**

Surveillance Division  
Office of Environmental Compliance  
111 New Center Drive  
Lafayette, Louisiana 70508  
(337) 262-5584

### **Capital Regional Office**

Surveillance Division  
Office of Environmental Compliance  
P.O. Box 4312  
Baton Rouge, Louisiana 70821-4312  
(225) 219-3600

### **Northeast Regional Office**

Surveillance Division  
Office of Environmental Compliance  
1823 Highway 546  
West Monroe, Louisiana 71292  
(318) 362-5439

### **Northwest Regional Office**

Surveillance Division  
Office of Environmental Compliance  
1525 Fairfield Avenue, Room 520  
Shreveport, Louisiana 71130-4388  
(318) 676-7476

### **Southeast Regional Office**

Surveillance Division  
Office of Environmental Compliance  
201 Evans Road, Bldg. 4, Suite 420  
New Orleans, LA 70123-5230  
(504) 736-7701

### **Southwest Regional Office**

Surveillance Division  
Office of Environmental Compliance  
1301 Gadwall Street  
Lake Charles, Louisiana 70615-5176  
(337) 491-2667

## Jurisdictional Parishes For Each Regional Office

Acadia, Evangeline, Iberia (west of the Atchafalaya River), Lafayette, St. Landry, St. Martin (west of the Atchafalaya River), St. Mary, Vermilion

Ascension, Assumption, East Baton Rouge, East Feliciana, Iberia (East of the Atchafalaya River), Iberville, Livingston, Pointe Coupee, St. Helena, St. James, St. Martin (East of the Atchafalaya River), Tangipahoa, West Baton Rouge, West Feliciana

Avoyelles, Caldwell, Catahoula, Concordia, East Carroll, Franklin, Grant, Jackson, La Salle, Lincoln, Madison, Morehouse, Ouachita, Rapides, Richland, Tensas, Union, West Carroll, Winn

Bienville, Bossier, Caddo, Claiborne, De Soto, Natchitoches, Red River, Sabine, Webster

Jefferson, Lafourche, Orleans, Plaquemines, St. Bernard, St. Charles, St. John the Baptist, St. Tammany, Terrebonne, Washington

Allen, Beauregard, Calcasieu, Cameron, Jefferson Davis, Vernon



# **GUIDANCE DOCUMENT**

## **FOR DETERMINING IF YOUR DISCHARGE(S) REQUIRE PRIOR APPROVAL FROM THE US FISH AND WILDLIFE SERVICE**

If discharges from your operation will enter any of the segments listed below in the Lake Pontchartrain, Pearl River, Vermilion-Teche, Red River, or Ouachita River Basins then a copy of your NOI must be submitted to the US Fish and Wildlife Service for their approval PRIOR TO SUBMITTAL TO LDEQ. Discharges into the subsegments listed below will be automatically authorized by LDEQ only if you have received comments from the US Fish and Wildlife Service. You must attach a copy of their comments to your NOI in order to be automatically authorized to discharge under this general permit.

Your request to the US Fish and Wildlife Service should be directed to:

**Fish and Wildlife Service  
646 Cajundome Boulevard  
Suite 400  
Lafayette LA 70506  
(337) 291-3124**

You must submit a copy of your correctly completed NOI, including a copy of the topographic map depicting the proposed location of the facility, each outfall number and location, and the route that discharges will flow from the facility to the nearest receiving water body.

### **ATCHAFALAYA RIVER BASIN:**

Atchafalaya River Headwaters and Floodplain – from Old River Control Structure to Simmesport; includes Old River Diversion Channel, Lower Red River, Lower Old River

Atchafalaya River Mainstem – from Simmesport to Whiskey Bay Pilot Channel at mile 54

Lower Atchafalaya Basin Floodway – from Whiskey Bay Pilot Channel at mile 54 to US Hwy 90 bridge in Morgan City; includes Grand Lake and Six Mile Lake

Intracoastal Waterway (ICWW) – Morgan City-Port Allen Route from Bayou Sorrel Lock to Morgan City

Atchafalaya River – from ICWW south of Morgan City to Atchafalaya Bay; includes Sweetwater Lake and Bayou Shaffer

Wax Lake Outlet – from US Hwy 90 bridge to Atchafalaya Bay; includes Wax Lake

Intracoastal Waterway – from Bayou Boeuf Lock to Bayou Sale; includes Wax Lake Outlet to US Hwy 90

### **CALCASIEU RIVER BASIN:**

No US Fish and Wildlife Service coordination required

### **LAKE PONTCHARTRAIN BASIN:**

Comite River – from Wilson-Clinton Highway to White Bayou

Comite River – from White Bayou to Amite River

Amite River – from Mississippi state line to LA 37

Collyell Creek; includes tributaries and Collyell Bay

Blind River – from Amite River Diversion Canal to mouth at Lake Maurepas

Amite River – from LA 37 to Amite River Diversion Canal

Amite River – from Amite River Diversion Canal to Lake Maurepas

Gray's Creek – from headwaters to Amite River

Amite River Diversion Canal – from Amite River to Blind River

Blind River – from headwaters to Amite River Diversion Canal

Tickfaw River – from Mississippi state line to LA 42  
 Tickfaw River – from LA 42 to Lake Maurepas  
 Natalbany River – from headwaters to Tickfaw River  
 Ponchatoula Creek  
 Ponchatoula River  
 Pass Manchac – from Lake Maurepas to Lake Pontchartrain  
 Lake Maurepas  
 South Slough; includes Anderson Canal to I-55 borrow pit  
 Tangipahoa River – from Mississippi state line to I-12  
 Tangipahoa River – from I-12 to Lake Pontchartrain  
 Big Creek – from headwaters to Tangipahoa River  
 Chappepeela Creek – from LA 1062 to Tangipahoa River  
 Tchefuncte River – from headwaters to Bogue Falaya River; includes tributaries  
 Tchefuncte River – from Bogue Falaya River to LA 22  
 Tchefuncte River – from LA 22 to Lake Pontchartrain  
 Bogue Falaya River – from headwaters to Tchefuncte River  
 Bayou LaCombe – from headwaters to US 190  
 Bayou LaCombe – from US 190 to Lake Pontchartrain  
 Bayou Cane – from US 190 to Lake Pontchartrain  
 Bayou Liberty – from headwaters to LA 433  
 Bayou Liberty – from LA 433 to Bayou Bonfouca  
 Bayou Bonfouca – from LA 433 to Lake Pontchartrain  
 Salt Bayou – from headwaters to Lake Pontchartrain  
 Lake Pontchartrain – West of US 11 bridge  
 Lake Pontchartrain – East of US 11 bridge  
 The Rigolets  
 Bayou Sauvage – from New Orleans hurricane protection level to Chef Menteur Pass; includes Chef Menteur Pass  
 Intracoastal Waterway – from Chef Menteur Pass to Lake Borgne  
 Lake St. Catherine  
 Lake Borgne  
 Bayou La Loutre – from MRGO to Eloi Bay  
 Chandeleur Sound  
 Bay Boudreau  
 Drum Bay  
 Morgan Harbor  
 Eloi Bay  
 Bogue Falaya River – from the headwaters to the Tchefuncte River  
 Bayou Cane – from U.S. Highway 190 to Lake Pontchartrain  
 Amite River – LA Highway 37 to the Amite River Diversion Canal

### **MERMENTAU RIVER BASIN:**

No US Fish and Wildlife Service coordination required

### **VERMILION-TECHE RIVER BASIN:**

Bayou Boeuf – Headwaters to Bayou Courtableau  
 Irish Ditch/Big Bayou – unnamed ditch to Irish Ditch No. 1 to Big Bayou to  
 Irish Ditch No. 2 to Bayou Rapides

**MISSISSIPPI RIVER BASIN:**

Mississippi River – from Arkansas state line to Old River Control Structure  
Mississippi River – from Old River Control Structure to Monte Sano Bayou  
Mississippi River – from Monte Sano Bayou to Head of Passes  
Thompson Creek – from Mississippi state line to Mississippi River

**OUACHITA RIVER BASIN:**

Bayou Bartholomew – Arkansas State Line to Dead Bayou (Lake Bartholomew)

**PEARL RIVER BASIN:**

Bogue Chitto River – from the Mississippi River State Line to the Pearl River Navigation Canal  
Thigpen Creek – from the headwaters to the Bogue Chitto River  
Pearl River – from Mississippi state line to Pearl River Navigation Canal  
East Pearl River – from Holmes Bayou to I-10  
East Pearl River – From I-10 to Lake Borgne  
Pearl River Navigation Canal – from Pools Bluff to Lock No. 3  
Holmes Bayou – from Pearl River to West Pearl River  
Pearl River – From Pearl River Navigation Canal to Holmes Bayou  
West Pearl River – from headwaters to Holmes Bayou  
West Pearl River – from Holmes Bayou to the Rigolets; includes east and west mouths  
Morgan River – from Porters River to West Pearl River  
Lower Bogue Chitto – from Pearl River Navigation Canal to Wilson Slough  
Pearl River Navigation Canal – from below Lock No. 3  
Wilson Slough – from Bogue Chitto to West Pearl River  
Bradley Slough – from Bogue Chitto to West Pearl River  
Middle Pearl River and West Middle Pearl River – from West Pearl River to Little Lake  
Morgan Bayou – from headwaters near I-10 to Middle River  
Little Lake  
Pushepatapa Creek – from headwaters and tributaries at Mississippi state line to Pearl River floodplain  
Bogue Lusa Creek – from headwaters to Pearl River floodplain  
Bogue Chitto River – from Mississippi state line to Pearl River Navigation Canal  
Thigpen Creek – from headwaters to Bogue Chitto River

**RED RIVER BASIN:**

Red River – from US Hwy 165 to Old River Control Structure Outflow Channel  
Rigolette Bayou – from headwaters to the Red River  
Iatt Lake

**SABINE RIVER BASIN:**

No US Fish and Wildlife Service coordination required

**TERREBONNE BASIN:**

No US Fish and Wildlife Service coordination required